

TOWN OF PROVINCETOWN - BOARD OF SELECTMEN

SPECIAL MEETING – MONDAY, JULY 28, 2008 5 PM

JUDGE WELSH ROOM

Chairman Michele Couture convened the meeting at 5:00 PM noting the following Board of Selectmen attending: Michele Couture, Elaine Anderson, Mary-Jo Avellar, Austin Knight, David Bedard

Other attendees: Town Manager Sharon Lynn, Assistant Town Manager David Gardner

Recorder: Vernon G. Porter

The following are meeting minutes, in brief:

1. PUBLIC HEARING: ADOPTION OF TOWN-WIDE POLICY GOALS FY-2009

Chairman Couture read the Public Hearing Notice into the record

MOTION: *Move that the Board of Selectmen vote to waive the reading of the eleven goals published in the public hearing.*

Motion by: Mary-Jo Avellar **Seconded by**: Austin Knight Yea 5 Nay 0

- No comments received in writing prior to the deadline advertised in the Public Hearing Notice.

Comment from Public

Candace Nagle – Read statement into the record – See attachment #1

Board of Selectmen Comments

Mary-Jo Avellar

Fiscal Management

MOTION: *Move that the Board of Selectmen vote, pursuant to Charter §4-2-1, to adopt as Town-wide Policy Goals for Fiscal Year 2009 those goals contained in the public hearing notice.*

Motion by: Austin Knight **Seconded by**: Elaine Anderson Yea 5 Nay 0

- 1) **Fiscal Management**: Continuing to focus on the recommendations made by the Massachusetts Department of Revenue in its report issued in April 2008 to the Board of Selectmen, it is a high priority to address these comments with precision and clarity. The Town Manager continues to hold bi-weekly meetings with the Finance Department staff to ensure strong communication while meeting expected timeline goals. An efficient process of accountability on all staff levels continues to take precedence and periodic checks are in place. This includes providing a concrete understanding of fiscal policy goals and developing a 5 year fiscal policy plan, while continuing to work with the Department of Revenue in the execution and completion of their recommendations. Continue the process of addressing outstanding record keeping practices and audit findings with emphasis on Cash Reconciliation and Capital Projects Accounts. Continue the work to meet the Department of Revenue required dates for submission of Schedule A, Tax Recap Sheet, Cash Reconciliation, Balance Sheet and Free Cash Certification while following the specific course of action required by the Department of Revenue.

Commit to meet quarterly with the Finance Committee and continue the dialog between the Board of Selectmen, School Committee and Finance Committee.

Research and assess alternative sources of revenue to supplement the real estate tax revenue stream, including

the pursuit of a meal tax and a fair room tax rate. Develop the budget in a fiscally responsible manner to address the needs of Town Government, while meeting specific deadlines requested by the Finance Department. In working toward the goal of financial stability it is important to adhere to the mandated deposit into a stabilization fund.

- 2) **Town Hall Restoration:** Saving Provincetown's historic, esteemed Town Hall is not only a goal but a visionary requirement for all citizens. This 120 year old structure is deemed unsafe and in need of major repair. Any additional delays in repairing and restoring Town Hall can no longer be justified. Thus a systematic approach to restoration including structural repair as well as space planning for efficiency will continue to develop. While grant funding is scarce in today's economy, continuing to be creative in the pursuit of the maximum amount of grants is paramount to the success of this project.

Continuing to relocate Town Hall staff while providing the most efficient, cost effective approach to service the needs of the community is a priority. The largest business in Town, that of local government, will prevail, until the heart of the Town is repaired and reestablished.

- 3) **Affordable Housing:** Continue to work with the *Provincetown Community Housing Council (PCHC)* in the creation of a Housing Office to address fundraising and grant opportunities while employing a Housing Officer to direct this program.

Institute quarterly meetings of the Board of Selectmen with the Provincetown Community Housing Council in order to share information and communicate initiatives.

Follow through and award a bid to one of the two respondents of the 90 Shankpainter Road affordable rental housing proposal. Develop a plan for construction and management of this site.

- 4) **Water Management Plan:** The Pamet Lens Aquifer, an aquifer located in the Town of Truro, is the sole source provider of potable water for the Provincetown water system, a public water system serving all of Provincetown and parts of Truro a Watershed Management Plan is an integral land use guiding document.

Continue to work with Truro officials and the Cape Cod Commission in order to finalize the draft Watershed Management Plan of the Pamet Groundwater Lens, an important source of drinking water serving both Provincetown and the Town of Truro.

Continue system improvements on both the supply side and distribution system.

- 5) **Town Facilities Action Plan:** Continue with the design, construction and opening of public rest room facilities at Fire House #2 while maximizing use of other town owned buildings.

Transition the office of the Tourism Director into the ground floor of the Freeman Street Building while creating a visitor center at this location in the absence of the Town Hall lobby area during renovation.

Continue to explore expanded uses for the Community Center while taking advantage of space needs for various offices relocating out of Town Hall.

Utilize the Provincetown Public Schools, the Provincetown Public Library and the Grace Gouveia Building for public meeting space of various Town Boards and Committees while Town Hall is closed.

- 6) **Wastewater:** Continue with flow optimization for Phase I Wastewater to include the pursuit of all options that would allow additional connections for Economic Development through Growth Management and additional connections for those properties with Administrative Consent Orders. To provide additional flow at a low investment cost while bringing a higher level of financial efficiency to this system in an effort to offer rate relief to users.

- 7) **Alternative Energy:** Continue to support and encourage the Recycling and Renewable Energy Committee in their pursuit for sources of alternative energy and grant funding. To determine which town buildings are

suitable for solar or wind generators as a long term energy savings goal.

Work with state and regional groups in the acquisition of alternative energy sources.

- 8) **Harbor Plan:** The Department of Environmental Protection utilizes a *Harbor Plan* for direction when making decisions on individual Chapter 91 licenses in the attempt to provide public benefit when private property has encroached on public tidelands. The Harbor Committee is chartered to review and update the plan. Finalize an updated *Harbor Plan* for approval by state officials and Town Meeting 2009 voters.
- 9) **Storm Drain Repairs:** The harbor side drainage assessment was completed in 2003 reflecting that the town has 25 outfall pipes that directly discharge into the harbor. It is necessary to pursue the availability of grants and other funding mechanisms in order to continue the process of completing a major drain rehabilitation project each year.
- 10) **Paving of Commercial Street:** Continue to pursue solutions for the repaving and reconstruction of Commercial Street.
- 11) **Cape Cod National Seashore:** Succinctly communicate with CCNS Superintendent in order to find common ground for partnering of a shared garage facility. Work and support efforts of CCNS to improve highway access, directional signage and other vehicular traffic related issues affecting citizens and visitors to Provincetown. Support and respect the efforts of the Dune Shack dwellers of the Peaked Hill Bars Historic District to validate their plea for recognition as a traditional, historic and cultural community.

Motion to adjourn by Mary-Jo Avellar at 5:44 PM

Minutes transcribed for approval by: Vernon G. Porter, Secretary to Board of Selectmen
July 28, 2008